Department of Developmental Services
DDS
"Building Partnerships, Supporting Choices"

CADDIS Project
California Developmental Disabilities Information System
http://www.dds.ca.gov/caddis

CADDIS Project Scope

To select and implement a comprehensive integrated service coordination and fiscal accounting application system to support DDS and the twenty-one Regional Centers. The California Developmental Disabilities Information System (CADDIS) is a multi-million dollar project that is funded by the State of California with non-Regional Center funds. It is a partnership between the Department of Developmental Services and the twenty-one Regional Centers to improve the service delivery process.

CADDIS Project Contact
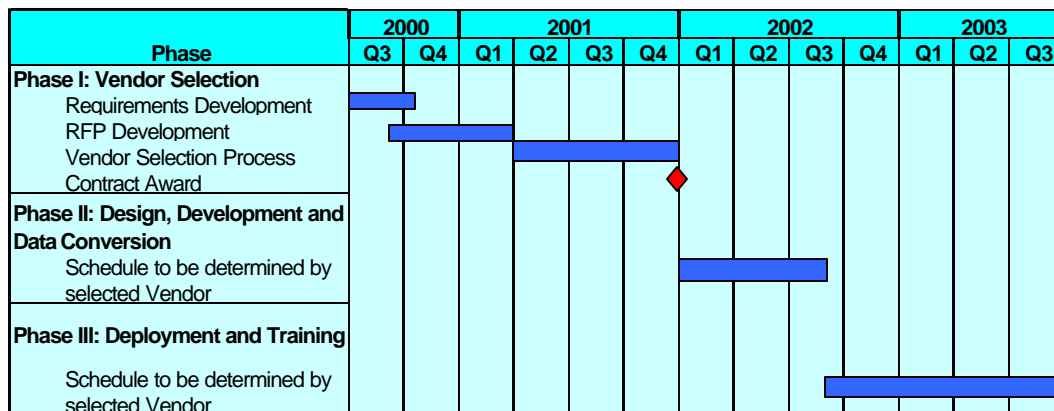
Becky Pipoly
Program Manager

Department of Developmental Services (DDS)
Information Services Division
Office: (916) 654-3625   FAX: (916) 654-3352
Email: Bpipoly@dds.ca.gov

CADDIS Business Goals and Objectives

♦ Leverage technology to provide:

- an integrated system that will reduce duplicate data entry, data redundancy, and inconsistent data;
- a user-friendly system based on a graphical user interface (GUI);
- the availability of information and services to a wider audience (e.g., consumers, parents, etc.); and
- a reduction in manual worksteps.

♦ Improve Regional Center (RC) planning and budgeting for community programs and services.

♦ Track outcome-based information on individual consumers and community programs and services.

♦ Fulfill information capture and reporting requirements to increase the level of Federal Financial Participation (FFP).

♦ Enable compliance with federal Medicaid

CADDIS Estimated Project Schedule

Phase	2000 Q3	2000 Q4	2001 Q1	2001 Q2	2001 Q3	2001 Q4	2002 Q1	2002 Q2	2002 Q3	2002 Q4	2003 Q1	2003 Q2	2003 Q3
Phase I: Vendor Selection													
Requirements Development	▬												
RFP Development		▬	▬										
Vendor Selection Process				▬	▬								
Contract Award						◆							
Phase II: Design, Development and Data Conversion													
Schedule to be determined by selected Vendor							▬	▬					
Phase III: Deployment and Training													
Schedule to be determined by selected Vendor										▬	▬		

- Requirements were defined by over 100 Regional Center and DDS participants from July 2000-November 2000 through state-wide working sessions, site visits, and interviews.

- Request for Proposal (RFP) has been developed and approved by the state control agencies. The RFP was published on March 29, 2001. This can be obtained from the CADDIS website.

Anticipated CADDIS Features

GENERAL

- Single, integrated system that incorporates all fiscal, consumer, and vendor information
- Graphical User Interface (GUI), Windows-based system with user friendly menus, function keys, and point-and-click functionality
- User-friendly report writer and report generator
- Data import/export capability to use in other desktop applications (e.g., Microsoft Excel)
- On-line screen and field help

SERVICE COORDINATION

- Ability to create periodic review reports on-line including IPPs and IFSPs
- On-line tracking of Title XIX data including ID Notes and Target Case Management (TCM) units
- Creation of an electronic file for each Consumer that enables on-line inter-Regional Center transfers
- On-line creation, review and approval of authorizations

FISCAL AND BUDGETING

- Larger general ledger account number to provide Regional Centers greater flexibility in tracking expenditures
- Elimination of the rollover/rollback budgeting process
- On-line review and approval of authorizations and disbursements
- Automatic generation of state-required forms including state claim forms and state fixed asset forms
- On-line tracking of contracts

RESOURCE DEVELOPMENT

- Ability to share Service Provider information across Regional Centers including demographics, monitoring results, and status
- Ability to track all types of vendors including Service Providers, Generic Vendors, and Operational Vendors

CADDIS Workgroups

In order to leverage the features and functionality provided by CADDIS, the current business environment will need to change. To determine the changes and impact on the Service Delivery process, CADDIS workgroups have been defined. These workgroups consist of RC and DDS staff, with almost all RCs represented. Each group is lead by a RC Chairperson. The current workgroups are as follows:

CONSUMER SERVICES (*SERVICE COORDINATION AND CASE TRANSFER*)

CHAIRPERSONS: SHARON SMYTH (WRC DIRECTOR OF I.T AND FACILITIES)   *PHONE:* 310-258-4108 *EMAIL:* SASMYTH@WESTSIDERC.ORG
SUSANA GIL (NLACRC DIRECTOR OF CONSUMER SERVICES) *PHONE:* 818-756-6106 *EMAIL:* SUSANAG@NLACRC.COM

This work group will determine the reports, forms, and letters that CADDIS will automatically generate to assist in the intake coordination and service coordination processes. In addition, this workgroup will define the process for electronically transferring Consumers.

ADMINISTRATIVE SERVICES (*FISCAL AND BUDGETING*)

CHAIRPERSON : JERRY BOWMAN (KNRC DIRECTOR OF ADMINISTRATIVE SERVICES)   *PHONE:* 661-327-8531 EXT. 302
EMAIL: JBOWMAN@KERNRC.ORG

This workgroup will define the new general ledger account structure, the new budget process to replace rollover/rollback, and CADDIS generated fiscal forms (e.g., state claims, fixed assets, etc.).

COMMUNITY SERVICES (*RESOURCE DEVELOPMENT AND QUALITY ASSURANCE*)

CHAIRPERSON : BETTE COHEN (KNRC DIRECTOR OF COMMUNITY SERVICES)   *PHONE:* 661-852-3281   *EMAIL:* BCOHEN@KERNRC.ORG
CAROL TOMBLIN (SGPRC DIRECTOR OF COMMUNITY SERVICES) *PHONE:* 909-868-7521   *EMAIL:* CTOMBLIN@SGPRC.ORG

This workgroup will define the process for sharing Service Provider data across all RCs and improvements to tracking and recording required quality assurance and monitoring information.

For more information, please contact the respective Chairpersons identified above